



## State Board of Education Approves More *Williams*-Related SARC Changes

**F**ollowing State Board of Education (SBE) approval in November 2004, the California Department of Education (CDE) released in mid-December 2004 a revised 2003-04 School Accountability Report Card (SARC) template and data definitions reflecting changes related to the *Williams* case settlement. The new reporting elements—the “good repair” condition of school facilities, the number of teacher misassignments, the number of vacant teacher positions, and the availability of sufficient textbooks and other instructional materials—all require that local educational agencies provide the relevant data or narrative.

At its January 2005 meeting, the SBE approved further changes in the 2003-04 SARC template and data definitions in two of the areas related to the *Williams* case. The following revisions, which are now reflected at [SARC Templates](#) and [Data Element Definitions and Sources](#), impact the preparation of any SARC not yet completed:

1. The reporting table in the template for the availability of sufficient standards-aligned textbooks and other instructional materials has

been replaced with a new table that allows each content area to be reported separately.

2. The language in the data definitions for the availability of sufficient standards-aligned textbooks and other instructional materials that states “For the most recently completed school year” has been deleted, and the following language has been inserted in its place: “This description should use the most recent available data collected by the district. The year and month in which the data were collected should also be identified.”
3. The following language has been added to the data definition for the safety, cleanliness, and adequacy of school facilities:  
  
“For SARCs published during the 2004-05 school year, because school sites are not required to complete the ‘interim evaluation instrument’ until the 2005-06 school year, the description should include a report on whether any of the eight emergency facilities needs specified in *Education Code* Section

17592.72(c)(1) exist at the school site, if such data have been collected by the district. The eight emergency facilities needs are: (1) gas leaks; (2) nonfunctioning heating, ventilation, fire sprinklers, or air-conditioning systems; (3) electrical power failure; (4) major sewer line stoppage; (5) major pest or vermin infestation; (6) broken windows or exterior doors or gates that will not lock and that pose a security risk; (7) abatement of hazardous materials previously undiscovered that pose an immediate threat to pupil or staff; and (8) structural damage creating a hazardous or uninhabitable condition.”

4. The following language has also been added to the data definition for the safety, cleanliness, and adequacy of school facilities:

“This description should use the most recent available data collected by the district. The year and month in which the data were collected should also be identified.”

5. Two examples of unacceptable summary statements on the condition of school facilities have been added to the data definition for the safety, cleanliness, and adequacy of school facilities.

### **SARC Template with Data Update**

The 2003-04 SARC template with data is scheduled to be updated in early February 2005 to reflect the release of final Academic Performance Index

(API), Adequate Yearly Progress (AYP), Physical Fitness Testing (PFT), and graduation rate data files. An updated Program Improvement (PI) status list, which is anticipated to be released by the end of February 2005, will also be incorporated into the SARC template with data. In some cases, SARCs may need to be revised to reflect this new information. To determine if a particular update has occurred, please consult the [Updates to Data](#) page.

### **Essential Guidance for SARC Preparation**

Here are five suggested tasks for individuals assigned to preparing SARCs:

1. Read and become thoroughly familiar with the content found at the [SARC Web page](#) on the CDE Web site. In particular, the following links should provide useful background about the SARC:
  - [Legislation](#)
  - [Frequently Asked Questions](#)
  - [Newsletters](#)
  - [Data Element Definitions and Sources](#)
2. Provide current contact information at [Update Your SARC Coordinator](#) to ensure timely receipt of important messages sent to all SARC coordinators.
3. Prepare a SARC for each school annually by using the template with data and the instructions provided by the CDE at [SARC Templates](#). After

the SARC template with data has been downloaded, be sure to save it to a local workstation and then re-open it using Web-authoring software that will allow the template to be edited. For further information, see the instructions found at [SARC Templates](#).

4. After SARCs have been prepared, notify the CDE at [Update Your SARC Web Site Link](#) about the Web site address where the SARCs have been posted. The completed SARC does not need to be sent to the CDE.
5. Ensure that all parents are notified about the availability of the SARC and provided with instructions about how the SARC can be obtained both through the Internet (if feasible) and on paper (by request). Encourage schools to have copies of the SARC available in the school office and at public forums such as parent information events.

### **Call for Suggested Changes to 2004-05 SARC Template and Data Definitions**

The CDE has begun the process of preparing proposed clarifying changes to the 2004-05 SARC template and data definitions. These proposed changes, if approved by the SBE in May 2005, would be implemented for SARCs published in the 2005-06 school year. If you have any suggested changes to either the SARC template or the data definitions, please submit the suggestions via e-mail to [sarc@cde.ca.gov](mailto:sarc@cde.ca.gov) by February 28, 2005.

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